

**MINUTES**  
**April 5, 2001**

**Seattle City Employees' Retirement System**  
**Regular Board Meeting**

**Thursday, April 5, 2001 - 9:30 a.m.**  
**Seattle Metropolitan Credit Union**  
**Conference Room – 3<sup>rd</sup> Floor**

**Present:** Jan Drago, Dwight Dively, Norma McKinney, Lou Walter, John Curtin and Frank Mathews.

**Absent:** Jim Fletcher

**Also Present:** Russ Teller – ARSCE, Eddie Haw – ARSCE, Ken Leask – ARSCE, Bill Farrell – ARSCE, Jim Coover – ARSCE, Gene Lawson - Seattle Police Dispatchers Guild, Kirk Jones – ARSCE, Jack Fahlstrom – RCLEA/ARSCE, Jesse Tapp – ARSCE, Mary Norris – ARSCE, Roger Howeler, Mel Robertson and Norm Ruggles.

Upon motion by Dwight Dively, seconded by Norma McKinney, the Retirement Board appointed Frank Mathews to serve as Chair of the meeting in the absence of Jan Drago. (Ms. Drago arrived shortly thereafter.)

**Public Comment:** Eddie Haw circulated two get well cards for signatures to be sent to Harry Gordon.

**Minutes:**

Norm Ruggles asked the Board to consider amending the proposed minutes from the February 1, 2001 meeting. On page 4, in the last sentence under Old Business item 2, after the language “Municipal Code section 4.36.210” the words “and other related sections” should be added.

Upon motion by Dwight Dively, seconded by John Curtin, the Retirement Board voted to amend the proposed minutes from the February 1, 2001 Retirement Board meeting.

Upon motion by Dwight Dively, seconded by John Curtin, the Retirement Board approved the minutes from the February 1, 2001 Retirement Board meeting.

**Ratification of Retired Payroll, Office Payroll, other Billings and Withdrawals:**

**Information:** The following items represent normal expenses and nothing extraordinary.

	<b>February 2001</b>	<b>March 2001</b>
Service	\$ 4,372,862.37	\$ 4,388,813.96
Disability	51,739.00	51,739.00
Beneficiary	551,794.91	553,232.04
<b>Pension Payroll</b>	<b>\$ 4,976,396.28</b>	<b>\$ 4,993,785.00</b>
<b>Office Payroll - pay period ending January 30, 2001</b>		<b>\$ 20,573.04</b>
<b>Office Payroll - pay period ending February 13, 2001</b>		<b>\$ 20,596.89</b>
<b>Office Payroll - pay period ending February 27, 2001</b>		<b>\$ 20,493.30</b>
<b>Office Payroll - pay period ending March 13, 2001</b>		<b>\$ 20,691.79</b>

**Vouchers Processed** - from January 24, 2001 through February 21, 2001 \$ 411,579.83 \*

\* \$ 360,789.86 Expert and Consultant Services

**Vouchers Processed** - from February 22, 2001 through March 28, 2001 \$ 56,216.38 \*

\* \$ 0.00 Expert and Consultant Services

Upon motion by Dwight Dively, seconded by Lou Walter, the Board ratified the Retired Payroll, Office Payroll, other Billings and Withdrawals.

### Immediate Withdrawal of Contributions

Akita, Andrea	DHHS	Housing Dev Spec
Aldridge, Eddie W	Light	Laborer
Allman, Margaret C.	Library	Library Associate II
Alvarez, Alejandro	Parks	Gardner
Austin, Beverly Denise	SEATRAN	Acting Tech III
Austin, Glenn	ESD	Info Tech Warehouser
Baker, Lynn R	TES	Meter Reader
Barnes, Bennie W	Intergov Rel	State Legislative Liaison
Cambronero Jr, Rufino C.	Seattle Center	Parking Attendant
Cardenas, Robert	Library	Lead Broadcaster
Chaffin, David E	DCLU	Permit Tech
Clark, Louis Robert	Parks	Director
Click, June F	TES	Administrative Assistant
Coleman, Sharla Lynn	City Light	Admin Spec I
Conner, Cristine	HSD	Management Systems Analyst
Crabtree, James C.	Seattle Center	Event Services Rep
Dong, Cederick	Light	Civil Engineer
Dupont, Miron Francis	Light	Meter Reader
Fujiwara, Theresa	ESD	Intergov't Relations Coordinator
Griffin, Catherine Renee	Muni Court	Cashier
Harbour, Alysia O	Library	LAI
Harper, Stanley D	SEATRAN	Tree Maintenance
Haufano, Viau H	SPU	Warehouser
Hoglund, Rebecca A	TES	Planning & Development Specialist
Hunter, Katrina R	Parks	Corp Worker
Johnson, Jeffrey Martin	Police	Evidence Warehouser
Jones, Paul G	Light	Sr. Boat Operator
Lam, Daisy Chui Bik	ESD	Asst. Civil Eng
Lee, Sandra Yould	TES	Admin Spec I
Lesh, Marline	Seattle Center	Personnel
Liebenow, Bruce K	Seattle Center	Stage Tech
Loftus, Mary K.	Parks	Asst Center Coordinator
Loo, Timothy John	SPU	Solid Waste Field Rep II
Marshall, George E.	Light	Sr Power Analyst
Martin-Arnold, Edwina M	Law	Asst City Attorney
Martinsen, John D	Light	Executive II
Mayes, Drela Rochelle	DAS ~ ESD	Admin Spec I
McQuesten, Diane	Human Services	Program Intake Rep
Mersereau, Sheryl P	SEATRAN	Admin Spec I

Middleton, Michael Paul	SPU	Maintenance Laborer
Moore, Ziada M	Parks	Recreation Attendant
Nugent, Majel Anne	SPU	Admin Spec II
Offord, April L	Parks	Office Assistant
Oglesby, Tera E.	Police	Victim Team Project Coordinator
Oliver, Hamisi Saulton	TES	Utilities Acct Rep
Olson, Larry A	Parks	Recreation Attendant
O'Neill, Sean Patrick	SPU	Civil Eng Spec Assistant
Osborne, Bryant K	Library	Library Associate
Paisley, Rosalinda	SPU	Scale Attendant
Pinkham, Vicki L	Municipal Court	Admin Spec II
Powell, Ricardo	SEATRAN	Painter
Prevo, Dwight	Office of Economic Dev	Grants & Contracts Spec
Prince, Bettye J	TES	Admin Spec II
Rawlinson, Charles Manuel	Police	Warrants Officer
Reece, Ramona D	Law	Paralegal
Reiter, Paul D	SPU	Strategic Policy Director
Richardson, Sam A	Light	Sr Systems Analyst
Riggs, Laura Lee	SPD	Admin Spec I
Rosario, Nathaniel	Engineering	Maintenance Laborer
Shay, Robert Michael	ESD	Driver
Smith, Etta M.	SPD	ID Technician
Smith, Patricia Johnson	Seattle Center	Sr Personnel Specialist
Soliz, Ramon	Library	HR Coordinator
Stever, Lynne S	Municipal Court	Admin Support Asst
Stonestreet, Gary L	Police	Emergency Officer
Totten, Danyal Dawn	Engineering	Maintenance Laborer
Tounalom, Bounmy Boun	Police	Computer Operator
Trotter, Colburn Brye	Parks	Utility Laborer
Watson II, Herman L	Library	Library Associate II
Zisette Jr., Walter G.	Executive Dept	Policy Mgmt Analyst

## Ratification of Service Retirements:

**Information:** The following list represents the retirements that have been processed since the last Retirement Board meeting.

<u>Member</u>	<u>Retired</u>	<u>Years</u>	<u>Days</u>	<u>Department</u>	<u>Position</u>	<u>Age</u>	<u>Option</u>
Andrews, William D.	01/03/2001	39	126	City Light	Sr. Accountant	70	C20,G-100
Bernhard, Lorraine	01/18/2001	17	39	City Light	Admin Spec II	63	S
Bohag, Wilford	02/06/2001	32	108	City Light	Material Supplier	57	C20
Brown, Mozell	02/03/2001	14	362	SPU	Proj Fund/Agreement Coord	62	B
Burdega, Marny	02/01/2001	2	330	Dual Member	Vested/Parks & Recreation	55	S
Bussman, Barbara M.	01/05/2001	20	99	Health	Public Health Nurse	65	E
Ching, Anthony	01/17/2001	33	166	SEATRAN	Civil Engineering Associate	57	C20
Cross, Mary L.	02/09/2001	23	237	ESD	Data Control Tech	63	S,G-50
Daubenspeck, Keith M.	02/01/2001	5	10	Dual/Transit	Transit Operator	59	A
Ditolla, James	01/03/2001	32	297	Metro Transit	Transit Operator	65	E,G-50
Estacio, Jovita	02/14/2001	15	47	SPU	Acctg Tech II	69	C20
Gomez, Armando	02/14/2001	20	44	ESD	Painter	62	C10
Hammer, Sharon	01/10/2001	5	353	Dual Member	Vested/Librarian	62	S,G-100

Hentz, Edward	02/02/2001	18	340	Parks	Safety Specialist	62	S,F,G-100
Jeffrey, Roosevelt	02/14/2001	18	4	SPU	Civil Engineer	63	B
Jun, Fred	02/14/2001	6	73	Parks	Seattle Conservationist	65	E
Keane, Martha M.	01/04/2001	18	341	Police	Admin Spec II	58	C10
Kenyon, Larry	02/01/2001	11	232	Seattle Center	Stage Technician	65	A
Kitzel, Richard	01/31/2001	8	268	Dual Member	Vested/Light/Operator's Hlpr	62	E
Krueger, Leann S	02/05/2001	30	120	City Light	Account Control Validation	49	S
Linde, Donald J.	02/02/2001	30	10	City Light	Electrician Constr Crew	55	E
McNally, Patrick	02/02/2001	33	126	City Light	Power	58	E
Miller, Annabelle	02/03/2001	25	279	SEATRAN	Accountant	65	B
Mulkey, Darvin E.	02/03/2001	20	101	City Light	Cablesplicer Crew	63	E
Namatame, Glenn	02/14/2001	31	346	City Light	Executive Assistant	52	C20
Ranieri, Giovanni	01/17/2001	10	15	DCLU	Pressure System Inspector	61	C10
Robinson, Mary M.	01/17/2001	14	121	SPU	Personnel Specialist Sr.	67	S
Sandoz, Jeffrey B.	01/22/2001	28	226	Parks	Manager II	52	S,F,G-50
Schmidt, Marlo V.	01/17/2001	22	188	SPU	Sr. Real Property Agent	65	S
Schweitzer, Luealle	02/08/2001	30	241	City Light	Electrical	57	D,G-50
Seiber, John	02/09/2001	10	219	ESD	DOIT/Computer Operator Sr	61	S,G-100
Sinden, Clifford	01/31/2001	28	187	SPU	Account Executive	59	S,G-50
Smith, Wanda	02/17/2001	26	4	DHHS	Acctg Tech II	55	B,G-50
Sukut, Arthur	01/17/2001	30	109	SPU	Water Pipe Distribution	50	B,G-50
Vanatta, William J.	02/05/2001	27	146	SEATRAN	Truck Driver	56	D,F

Upon motion by Dwight Dively, seconded by John Curtin, the Retirement Board approved the service retirements listed above, pending final review.

### **Ratification of Investment Transactions and Statement of Securities and Cash:**

Upon motion by Dwight Dively, seconded by John Curtin, the Retirement Board approved the investment transactions and the statement of securities and cash.

### **Investment Committee Report:**

Norm Ruggles discussed the March 28, 2001 Investment Committee meeting which was also attended by four members of the Advisory Committee and the asset/liability modeling consultants.

It was announced that the Investment Committee is scheduled to meet at noon on Wednesday, April 25, 2001 in the Retirement Office.

Norm Ruggles presented the recommendation and action of the Investment Committee to terminate GW Capital for poor performance.

Upon motion by Dwight Dively, seconded by Lou Walter, the Retirement Board ratified the termination of GW Capital.

## **Executive Director Report:**

The following summarizes the Executive Director's monthly report to the Board:

1. In response to requests made by our members in the Customer Services Survey, the Retirement Office now has a toll free long distance number: 1-877-865-0079.
2. Suggestions were also made in the Customer Services Survey about the "Preparing for Retirement" seminar which is organized by the Performance Resource Group in the Personnel Department and which is paid for by the Retirement System. In response to the survey, the seminar is being expanded as follows. In the past there have been three seminars per year; a fourth will be added this year. In the past the seminars have always been held at night; one will be held during the day this year. In the past the seminars have been held downtown; locations other than downtown will be investigated. In addition, arrangements will be made to take the main portions of the seminar to Skagit and to Boundary in the future. Norm reported that at the most recent seminar, the Retirement Office presentation made by staff members Flimeka Thomas and Jeannette Ocampo received a rating of 73% very satisfied and 27% satisfied, with 0% dissatisfied.
3. A Retiree Medical Guide is being prepared through the Benefits Unit of the Personnel Department. The Retirement Office is providing input. The guide will cover useful information on retiree medical benefits and options.

## **Old Business:**

<b>(1) Status of Benefit Enhancements</b>	<b>(Old Business)</b>
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Norm Ruggles reported that Chair Jan Drago had requested him to check with Labor Relations to see whether any of the Board's recommendations concerning COLA improvements and additional service credit buyback opportunities could be separated from the current package to possibly quicken the approval process. It was thought that separation might allow some of the Board's recommendations to be acted upon quicker than those other recommendations that are more extensively negotiated. Labor Relations' advice was to keep the Board's recommendations in their current form as a package rather than to try to separate any of them.

Norm and Mel addressed a meeting between the Coalition of City Unions and Labor Relations on April 4, 2001. They explained the Board's recommendations which would provide additional opportunities to buy service credit, and answered questions about these recommendations.

In the pending negotiations, the Unions have asked the City for further information about possible COLA improvements, and the City in turn has asked for assistance from the Retirement Office in using Milliman & Robertson to prepare a January 1, 2001 actuarial valuation. The City will pay for the valuation. Upon motion by Lou Walter, seconded by John Curtin, the Retirement Board approved staff's assistance with, and use of the Retirement System's data for, preparation of an updated actuarial valuation to be used and paid for by the City.

Milliman & Robertson's "early warning letter" dated March 28, 2001 was distributed to and summarized for the Board.

## **New Business:**

Norm Ruggles summarized Milliman & Robertson's letter proposal to extend their contract for one year, to June 30, 2002, including required services and proposed fees.

Upon motion by Dwight Dively, seconded by Norma McKinney, the Retirement Board approved a one year extension of the contract with Milliman & Robertson for actuarial services according to the terms presented by Milliman & Robertson in their letter dated January 31, 2001.

The Board entered into Executive Session to discuss labor negotiation positions.

After returning from Executive Session the Board had no further business to conduct.

### **Adjournment**

Upon motion by Frank Mathews, seconded by Jan Drago, the Retirement Board voted to adjourn the meeting.

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Norma McKinney, Secretary